

July 1, 1999

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

WASTEWATER TREATMENT SUPERINTENDENT

DEFINITION:

Under direction, to provide technical and administrative supervision over a major wastewater treatment plant, pump stations and allied facilities; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Plans, directs and coordinates, through subordinate supervisors, the operation and maintenance of wastewater treatment facilities and equipment;
- Analyzes and recommends operational procedures and equipment;
- Prepares and administers budgets;
- Reviews cost and productivity data and conducts operational studies;
- Inspects field construction and maintenance projects;
- Reviews test data with laboratory personnel;
- Supervises training and safety programs;
- Prepares reports on plant operation and related activities;
- Coordinates activities with other City departments, agencies, and private contractors;
- Responds to inquiries from the public, industry, and news media;
- Serves as the City's representative on various Water Quality Association Boards;
- Evaluates and rates the work of subordinate supervisors.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Possession of a Grade IV or higher Waste Water Treatment Plant Operator's Certificate issued by the State of California Water Resources Control Board; **AND** two years of experience supervising the operations of a wastewater treatment plant.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.